

**Revised Closing Date to March 2, 2010 at midnight.**

December 16, 2009

**Working Title:** Information Technology Specialist 4

**Type of Position:** Full -Time, Permanent

**Salary Range:** \$4,542 to \$5,958 per month (Range 62)

**Benefits:** The UTC offers a comprehensive benefits package

**Closing Date:** This position is open until March 2, 2010 at midnight.

### **Do you have excellent application development skills?**

The Washington Utilities and Transportation Commission (UTC) is seeking an experienced developer/analyst to provide advanced information technology, application development and maintenance services to the agency.

#### **AGENCY OVERVIEW**

The UTC regulates the rates, services, and practices of privately-owned utilities and transportation companies, including electric, telecommunications, natural gas, water, and solid waste collection companies, private commercial ferries, buses, and household goods movers. The agency also enforces pipeline and railroad safety standards.

The mission of the UTC is to protect consumers by ensuring fairly priced, available, reliable, and safe utility and transportation services. The UTC helps consumers make informed choices; provides regulatory oversight in the absence of competitive markets; ensures consumer protection is maintained during and after the transition to more competitive markets; and ensures public safety is achieved by minimizing hazards resulting from company practices.

#### **ROLE AND RESPONSIBILITIES**

The general responsibilities will include:

- As senior-level developer, create new and maintain existing complex, custom applications or solution designs, programming code, and other features.
- Develop new application or solution designs, data and features in a collaborative development environment to include MS SQL Server, MS Office SharePoint Server, MS Team Foundation Server, and Visual Studio.
- Document design and technical features of and any changes to applications or solutions.
- Elicit and document business and technical requirements for application or solution development projects.
- Develop, conduct, and document test cases and results for application features or solutions.
- Develop and deliver training, user manuals, and other documentation oriented to the use of the agency's applications or solutions.
- Provide technical consultation and information technology customer support for agency staff.

#### **REQUIRED QUALIFICATIONS:**

- Advanced skills in programming in Visual Studio, SharePoint, C#, ASP.NET, SQL, HTML, JavaScript, and the .NET Framework.
- Ability to document project objectives, user and technical requirements, use cases, and other business and system procedures using MS Word and other documents.

- Ability to document business and technical designs and requirements using MS Visio to create object model or class diagrams, logical data model diagrams, sequence diagrams and flowchart or data flow diagrams.
- Four years of information technology experience such as analyzing, designing, programming, and/or maintaining computer software applications.
- Customer Focus. Responsive to both internal and external customers. Works with customer to identify needs; assumes responsibility for own role in meeting those needs. Ensures commitments to customers are met. Receptive to customer feedback.
- Results Focus. Accepts personal accountability for individual results or share of team results. Manages workload and interpersonal relationships to achieve results: prioritizes tasks appropriately, overcomes obstacles, works with others as necessary, and meets deadlines and quality standards.
- Communication Skills. Demonstrates communication skills (reading comprehension, writing, listening, speaking) appropriate to the position. Shows respect and courtesy in interpersonal communications.
- Adaptability/Flexibility. Open to new ideas. Responds constructively to change and stressful situations. In consultation with supervisor, adjusts plans to meet changing needs.
- Self-Development. Demonstrates proactive learning. Keeps knowledge and skills up-to-date. Solicits and accepts constructive feedback. Seeks developmental assignments to improve skills. Turns challenges into learning opportunities.

**Desired Qualifications - The UTC is most interested in candidates who also have the following:**

- Demonstrated ability to engage in and an interest in collaboration, transparency, sharing information, learning, and teamwork in completing assignments.
- Familiarity with the principles of object-oriented design, relational database design, and agile or unified process development methods.
- Ability to communicate technical information in a non-technical way.
- Ability to develop and deliver training and technical support to end users.

**SPECIAL NOTES:**

Conflict of Interest: RCW 80.01.020 limits UTC's ability to employ any person who owns stock in any company the UTC regulates or is otherwise financially interested in such company. Such interests include those of an employee's spouse.

Authorization to Work: UTC may only hire those who are legally authorized to work in the United States.

Union Security:

This position is covered by a union shop provision. Therefore, as a condition of employment, candidates who are appointed are required to become members of the Washington Federation of State Employees (WFSE) and pay dues or as a non-member pay an agency shop fee, a non-association fee or a representation fee. The union shop provision shall be effective no later than the 30th day following the effective date of the appointment.

**APPLICATION PROCESS:** Please submit the following materials:

1. Cover letter describing how your interest, education, experience and qualifications relate to the position role, responsibilities, and qualifications. Please include how you learned of this opportunity.
2. Résumé which includes your employment history.
3. Supplemental Questionnaire. In a separate section of your submission, **please describe how you meet each of the following qualifications, including the employer and the number of years performing the duties or meeting the requirement:**
  1. Advanced skills in programming in Visual Studio, SharePoint, C#, ASP.NET, SQL, HTML and JavaScript.
  2. Ability to document project objectives, user and technical requirements, use cases, and other business and system procedures using MS Word and other documents.

3. Ability to document business and technical designs and requirements using MS Visio to create object model or class diagrams, logical data model diagrams, sequence diagrams and flowchart or data flow diagrams.
4. Four years of information technology experience such as analyzing, designing, programming, and/or maintaining computer software applications.
4. 3-5 professional references with direct knowledge of your qualifications for this position along with current contact information for each. Please include at least one reference from a current and former supervisor, and one from a current or former peer.
5. The UTC will appreciate your voluntary cooperation in filling out the applicant profile data form and submitting it with your application materials. This information is for reporting purposes only and is strictly confidential. To download the form click \*\* [Applicant Profile Data form](#)

**Please send your materials to:**

Email is preferred	If email is not possible, mail materials to
Email: <b>Jobs@wutc.wa.gov</b> Subject Line: <b>Recruitment # 1209 3005 ITS4</b>	<b>Recruitment # 1209 3005 ITS4</b> Human Resource Office Washington Utilities and Transportation Commission PO Box 47250 Olympia, WA 98504-7250
Candidates must submit all requested materials in order to be considered. By submitting materials, you are indicating that all information is true and correct. The state may verify information. Any untruthful or misleading information is cause for removal from the applicant pool or dismissal, if employed.	

**QUESTIONS?** Please call 664-1130 if you have any questions about this recruitment.

Visit these links to learn more about the UTC <http://www.wutc.wa.gov>, the state of Washington <http://www.experiencewa.com/v5/home/default.aspx>, and the Olympia area <http://www.experiencewa.com/v5/poi/poi.aspx?poild=1143>

The Utilities and Transportation Commission is an equal opportunity employer. We strive to create a working environment that includes and respects cultural, racial, ethnic, sexual orientation and gender identity diversity. Women, racial, and ethnic minorities, persons with disabilities, persons over 40 years of age, disabled and Vietnam era veterans and people of all sexual orientations and gender identities are encouraged to apply. Persons needing accommodation in the application process or this announcement in an alternative format may contact Paula Gay at [pgay@utc.wa.gov](mailto:pgay@utc.wa.gov) or call 360 664-1130. Our statewide toll free TTY number is (800) 416-5289.